

SCAO Approved Court Forms - New and Revised

The following SCAO Approved court forms were recently distributed to courts and printers. You can obtain copies of these forms from a number of printers or purchase publications from either West Publishing or the Institute of Continuing Legal Education which contain reproductions of all SCAO Approved forms. Publications are supplemented biannually by both West and ICLE; however, West also publishes forms in their advance sheets.

The following forms contain a revision date of 9/06. Previous versions of these forms can be used until stock is depleted except as noted. Below are the form titles.

PC Forms

PC 552, Safe Deposit Box Certificate and Receipt

PC 557, Notice of Intent to Request Informal Appointment of Personal Representative

PC 559, Petition for Probate and/or Appointment of Personal Representative

PC 563a, Publication of Notice

PC 571, Acceptance of Appointment

PC 573, Notice of Appointment and Duties of Personal Representative

PC 583, Account of Fiduciary, Short Form

PC 584, Account of Fiduciary, Long Form

PC 587, Notice of Continued Administration

PC 591, Sworn Statement to Close Unsupervised Administration

PC 594, Petition for Adjudication of Testacy and Complete Estate Settlement

PC 618, Personal Representative Notice to the Friend of the Court

PC 619, Notice of Ancillary Administration Filing

PC 646, Petition for Approval of Sale of Real Estate

PC 647, Order Approving Sale of Real Estate

PC 625, Petition for Appointment of Guardian of Incapacitated Individual

SCAO Approved Court Forms - New and Revised (continued)

PC Forms (continued)

PC 627, Acceptance of Appointment and Report of Guardian Ad Litem of Alleged Incapacitated Individual

PC 631, Order Regarding Appointment of Guardian of Incapacitated Individual

PC 635, Order Appointing Person to Review/Investigate Guardianship

PC 638a, Order Regarding Appointment of Guardian/Conservator

PC 639, Petition for Appointment of Conservator/Protective Order

PC 642, Order Appointing Guardian Ad Litem/Attorney/Lawyer-Guardian Ad Litem

PC 648, Minor Conservatorship - Final Account, Waiver and Consent, and Order

PC 650, Petition for Appointment of Limited Guardian of Minor

PC 651, Petition for Appointment of Guardian of Minor

PC 655, Report for Court Review of Minor Guardianship

PC 657, Order Following Hearing to Terminate Minor Guardianship

PC 669, Proof of Restricted Account and Annual Verification of Funds on Deposit (Conservatorship of Minor)

PCM Forms

PCM 201, Petition/Application for Hospitalization

PCM 209, Supplemental Petition to Application for Hospitalization and Order for Examination

PCM 209a, Supplemental Petition for Examination/Hospitalization and Order

PCM 214, Initial Order Following Hearing on Petition for Admission

PCM 220, Petition for Discharge from Treatment

PCM 222, Order Following Hearing on Petition for Discharge from Treatment

PCM 226, Six Month Review Report

SCAO Approved Court Forms - New and Revised (continued)

PCM Forms (continued)

PCM 230, Notification of Noncompliance and Request for Modified Order

PCM 237, Petition for Continued Hospitalization of Minor

PCM 241, Notice of Right to Object to Hospitalization, Objection and Demand for Hearing

JC Forms

JC 01, Complaint (Request for Action, Delinquency Proceedings)

JC 02, Complaint (Request for Action, Child Protective Proceedings)

JC 04b, Petition (Child Protective Proceedings)

JC 05a, Order to Apprehend and Detain (Delinquency Proceedings/Minor Personal Protection)

JC 05b, Order to Take Child(ren) into Protective Custody (Child Protective Proceedings)

JC 10, Order After Preliminary Hearing/Inquiry (Delinquency/Personal Protection)

JC 11a, Order After Preliminary Hearing (Child Protective Proceedings)

JC 11b, Order After Pretrial Hearing (Child Protective Proceedings)

JC 12a, Proof of Service/Nonservice

JC 12b, Proof of Service/Nonservice

JC 14, DELETED (see JC 14a and JC 14b)

JC 14a, Order of Disposition, In-Home (Delinquency Proceedings)

JC 14b, Order of Disposition, Out-of-Home (Delinquency Proceedings)

JC 17, Order of Disposition (Child Protective Proceedings)

JC 17a, Order of Disposition, Child In Home (Child Protective Proceedings)

JC 19, Order Following Dispositional Review/Permanency Planning Hearing (Child Protective Proceedings) **do not use previous version after 12/31/06**

SCAO Approved Court Forms - New and Revised (continued)

JC Forms (continued)

JC 25, Order of Disposition, Commitment or Referral to Department of Human Services (Delinquency Proceedings)

JC 31, Authorization for Return of Bond

JC 32, Publication of Hearing

JC 33, Motion to Destroy Files and Order

JC 36, Request to Terminate Court Jurisdiction and Order

JC 47, Order for Alternate Service

JC 49, Order of Adjudication (Child Protective Proceedings)

JC 57, Supplemental Order of Disposition Following Review Hearing (Delinquency Proceedings) **do not use previous version after 12/31/06**

JC 59, Order of Adjudication (Delinquency Proceedings) **do not use previous version after 12/31/06**

JC 63, Order Terminating Parental Rights (Child Protective Proceedings)

JC 63a, DELETED **do not use previous version after 12/31/06**

JC 64, DELETED (combined with JC 19) **do not use previous version after 12/31/06**

JC 66, Application to Set Aside Adjudication and Order

JC 67, Notice of Hearing (Designated Case)

JC 69, Order After Preliminary Examination (Designated Case)

JC 75, Order Following Emergency Removal Hearing (Child Protective Proceedings) **do not use previous version after 12/31/06**

JC 76, Order After Post-Termination Review/Permanency Planning Hearing (Child Protective Proceedings)

JC 89, Order Transferring Petition from Formal Calendar to Consent Calendar (Delinquency)

CHANGES TO PROBATE COURT ESTATE AND TRUST FORMS

PC 552 Safe Deposit Box Certificate and Receipt

Changed the subcaption in item 2

PC 557 Notice of Intent to Request Informal Appointment of Personal Representative

Moved line for entering the name of the applicant to the first sentence from the signature block

PC 559 Petition for Probate and/or Appointment of Personal Representative

Added information to the first option in item 16

PC 573 Notice of Appointment and Duties of Personal Representative

Revised item 4

PC 587 Notice of Continued Administration

Revised item 1 and added lines to item 2

PC 591 Sworn Statement to Close Unsupervised Administration

Revised item 2 and added line to item 4

PC 594 Petition for Adjudication of Testacy and Complete Estate Settlement

Added information to the first option in item 14

PC 618 Personal Representative Notice to the Friend of the Court

New form

PC 619 Notice of Ancillary Administration Filing

New form

CHANGES TO GENERAL PROBATE COURT FORMS
(for use in estates, trusts, guardianships, conservatorships)

PC 563a Publication of Notice

Corrected typographical error in Note to Preparer

PC 571 Acceptance of Appointment

Removed field for driver license number

PC 583 Account of Fiduciary, Short Form

Revised the note after the Itemized Assets Remaining and corrected items 7 and 8

PC 584 Account of Fiduciary, Long Form

Revised the note after the Itemized Assets Remaining and corrected items 6 and 7

PC 646 Petition for Approval of Sale of Real Estate

Revised item 3, split item 4 into two items, and revised new item 5

PC 647 Order Approving Sale of Real Estate

Revised item 4

CHANGES TO GUARDIANSHIP AND CONSERVATORSHIP FORMS

- PC 625 Petition for Appointment of Guardian of Incapacitated Individual**
- Moved reference to Attorney General in the instructions
- PC 627 Acceptance of Appointment and Report of Guardian Ad Litem of Alleged Incapacitated Individual**
- Revised items 4a, 4d, and 5
- PC 631 Order Regarding Appointment of Guardian of Incapacitated Individual**
- Revised the line for case name
- PC 635 Order Appointing Person to Review/Investigate Guardianship**
- Removed item 1, renumbered remaining items, revised new item 3, and added a date line and bar number for the signature line
- PC 638a Order Regarding Appointment of Guardian/Conservator**
- Made item 4 optional, added new item 7, renumbered remaining items, and added lines for a co-guardian in item 10
- PC 639 Petition for Appointment of Conservator/Protective Order**
- Moved reference to Attorney General in the instructions
- PC 642 Order Appointing Guardian Ad Litem/Attorney/Lawyer-Guardian Ad Litem**
- Removed item 1, renumbered remaining items, corrected references to lawyer-guardian ad litem, added a bar number to the signature line, and corrected a cite at the foot of the form
- PC 648 Minor Conservatorship - Final Account, Waiver and Consent, and Order**
- Revised the Waiver and Consent, removed item 1 from the Order and renumbered the remaining items, and added a date line and bar number for the signature line
- PC 650 Petition for Appointment of Limited Guardian of Minor**
- Added options for female and male in item 3

CHANGES TO GUARDIANSHIP AND CONSERVATORSHIP FORMS (continued)

PC 651 Petition for Appointment of Guardian of Minor

Added options for female and male in item 2

PC 655 Report for Court Review of Minor Guardianship

Added field for date of birth in case name and removed MSA cite from foot of form

PC 657 Order Following Hearing to Terminate Minor Guardianship

Removed MSA cites from foot of form and added new item 15

**PC 669 Proof of Restricted Account and Annual Verification of Funds on Deposit
(Conservatorship of Minor)**

Removed item 4

CHANGES TO PROBATE COURT MENTAL COMMITMENT FORMS

PCM 201	Petition/Application for Hospitalization Added option in item 2, added information in item 5, corrected declaration, and added reference to PCM 209a at bottom of second page
PCM 209	Supplemental Petition to Application for Hospitalization and Order for Examination Corrected the declaration
PCM 209a	Supplemental Petition for Examination/Hospitalization and Order Corrected the declaration, removed item 5, and renumbered item 6
PCM 214	Initial Order Following Hearing on Petition for Admission Corrected item 20a
PCM 220	Petition for Discharge from Treatment Added missing check boxes to items 2 and 3, removed MSA cite from foot of form, and corrected the declaration
PCM 222	Order Following Hearing on Petition for Discharge from Treatment Removed MSA cite from foot of form and corrected numbering on second page
PCM 226	Six Month Review Report Corrected the signature line and removed MSA cites from foot of form
PCM 230	Notification of Noncompliance and Request for Modified Order Added a check box to item 6
PCM 237	Petition for Continued Hospitalization of Minor Corrected typographical error in item 2, removed MSA cite from foot of form, and corrected the declaration
PCM 241	Notice of Right to Object to Hospitalization, Objection and Demand for Hearing Completely revised

CHANGES TO JUVENILE FORMS

JC 01	Complaint (Request for Action, Delinquency Proceedings) Added check box to item 21d
JC 02	Complaint (Request for Action, Child Protective Proceedings) Removed “Last, First, Middle” from case header on page 2
JC 04b	Petition (Child Protective Proceedings) Added line for approval by prosecuting official and removed item 1f, expanded space for address in item 4, and renumbered item 6
JC 05a	Order to Apprehend and Detain (Delinquency Proceedings/Minor Personal Protection) Reordered items to follow design on JC 05b
JC 05b	Order to Take Child(ren) into Protective Custody (Child Protective Proceedings) Redesigned item 3 and added item 3b, added cite to foot of form, revised item 6a and added sentence to end of item 6, and added parenthetical to item 8
JC 10	Order After Preliminary Hearing/Inquiry (Delinquency/Personal Protection) Added JIS code, revised item 4, corrected spacing in item 6, corrected item 12, and added signature line for referee recommendation
JC 11a	Order After Preliminary Hearing (Child Protective Proceedings) Revised item 4, cleaned up spacing on item 14, corrected reference in item 16, and added signature line for referee recommendation
JC 11b	Order After Pretrial Hearing (Child Protective Proceedings) Added lines to item 11, corrected reference in item 13, removed lines from item 15, removed option in item 22, and added signature line for referee recommendation
JC 12a	Proof of Service/Nonservice Added JIS code and added caption to item 2

CHANGES TO JUVENILE FORMS (continued)

JC 12b Proof of Service/Nonservice

Added JIS code and added caption to item 2

JC 14a Order of Disposition, In-Home (Delinquency Proceedings)

Split out information pertaining to out-of-home placement from current form JC 14, added lines to item 6, and added signature line for referee recommendation

JC 14b Order of Disposition, Out-of-Home (Delinquency Proceedings)

Split out information pertaining to in-home from current form JC 14, added lines to item 6, moved item 12 to page 2, removed lines from item 13, added findings, and added signature line for referee recommendation

JC 17 Order of Disposition (Child Protective Proceedings)

Added item 5, renumbered remaining items on page 1, revised new item 9, revised Note, added use note, corrected reference item new item 11, added new item 14c, added new item 19, added new items 20b and 20c, revised new item 25, and added signature line for referee recommendation

JC 17a Order of Disposition, Child In Home (Child Protective Proceedings)

Reinstated old JC 17 and revised item 5 and added signature line for referee recommendation

JC 19 Order Following Dispositional Review/Permanency Planning Hearing (Child Protective Proceedings)

Combined with JC 64, added cite to foot of form, added signature line for referee recommendation, and corrected reference in item 13 of list of examples of compelling reasons

JC 25 Order of Disposition, Commitment or Referral to Department of Human Services (Delinquency Proceedings)

Corrected typographical error in title, added item 13, renumbered remaining items, and added signature line for referee recommendation

JC 31 Authorization for Return of Bond

Redesigned item 6

CHANGES TO JUVENILE FORMS (continued)

JC 32 Publication of Hearing

Removed first line in notice and revised Note to Preparer

JC 33 Motion to Destroy Files and Order

Replaced term “records” with “files” as appropriate throughout, revised title and subtitles, and added Note

JC 36 Request to Terminate Court Jurisdiction and Order

Revised title and subtitles, added section for recommendation from referee, and revised order

JC 47 Order for Alternate Service

Redesigned findings and orders

JC 49 Order of Adjudication (Child Protective Proceedings)

Added option to item 7, revised Use Note, corrected spacing in item 12, made grammatical changes, and added signature line for referee recommendation

JC 57 Supplemental Order of Disposition Following Review Hearing (Delinquency Proceedings)

Removed lines from item 14, added new items 15 and 16, renumbered remaining items, and added signature line for referee recommendation

JC 59 Order of Adjudication (Delinquency Proceedings)

Removed liens from item 8, added new items 9 and 10, renumbered remaining items, added new item 12 c, and added signature line for referee recommendation

JC 63 Order Terminating Parental Rights (Child Protective Proceedings)

Revised item 15, revised Note, and added Use Note

JC 63a DELETED

JC 64 DELETED (combined with JC 19)

CHANGES TO JUVENILE FORMS (continued)

JC 66 Application to Set Aside Adjudication and Order

Added new item 1 to Order and renumbered remaining items

JC 67 Notice of Hearing (Designated Case)

Added options for sentencing and disposition in the Purpose section for hearing and added Note

JC 69 Order After Preliminary Examination (Designated Case)

Revised item 4

JC 75 Order Following Emergency Removal Hearing (Child Protective Proceedings)

Completely revised

JC 76 Order After Post-Termination Review/Permanency Planning Hearing (Child Protective Proceedings)

Added check box to item 6, revised Use Note, added items 18 and 19, added signature line for referee recommendation, and corrected reference in item 13 of list of examples of compelling reasons

JC 89 Order Transferring Petition from Formal Calendar to Consent Calendar (Delinquency)

New form

CHANGES TO ADOPTION FORMS

PCA 316 Notice to Putative Father and Custody Statement

Reverted to previous approved form with witness signature instead of notary

PCA 330 Statement of Parent/Guardian Transferring Physical Custody of Child for Adoption

Revised item 2a and removed MSA cite from foot of form

PCA 331 Statement of Child Placing Agency Transferring Physical Custody of Child for Adoption

Revised item 3 and removed MSA cite from foot of form

PCA 332a Statement of Nonresident Prospective Adoptive Parent Transferring Physical Custody of Child for Adoption

New form

PCA 333 Follow-Up Report After Temporary Placement of Child for Adoption

Revised items 2 and 4a and removed MSA cite from foot of form